

Appendix 4

Role and Responsibilities of the Southwest Coordination Center and Center Director

A. Role of the Southwest Coordination Center

1. SWCC will process and request fire and incident management resources from the National Interagency Coordination Center and zones within the Southwest Area.
2. SWCC will complete and forward to the National Interagency Coordination Center required reports, updates on fire situations, and status of firefighting resources.
3. SWCC will disseminate intelligence and Predictive Services information to all Agency representatives within the Southwest Area.
4. SWCC will perform other functions as assigned or directed by the Center Director.

B. Responsibilities of the Southwest Coordination Center Director

1. Implement decisions made by the Southwest Area Coordinating Group related to priorities for personnel, equipment and supplies, and aircraft, in multiple-fire situations, to fill requests for assistance.
2. Establish guidelines used in monitoring, and directs monitoring of, dispatch organizations for compliance in meeting dispatch standards.
3. Participate in fire reviews, analyses of coordination and dispatch activities, and, at the end of the season, review problem areas for resolution.
4. Provide leadership in training programs to facilitate current dispatch and coordination needs.
5. Identify the need to pre-position suppression resources at the most strategic locations and coordinate moves through issuance of resource orders with host units.
6. Coordinate National Type I Incident Team rosters and mobilization. Maintain awareness of status of Southwest Type 2 Teams.
7. Declare and publish the Area Preparedness Level commensurate with established guidelines.
8. Coordinate and balance resource orders for fire assignments between Zones.

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9. Coordinate mobilization of resources between Zone Dispatch Centers within the Southwest Area.
10. Initiate actions with appropriate agency representatives for anticipated move-up actions.
11. Coordinate the pre-positioning of preparedness resources.
12. Maintain and operate during the primary fire season a Fire Behavior Center.
13. Coordinate and provide a liaison with the Public Affairs section of each agency.
14. Make recommendations to the SWACG on long range potential assessment.
7. Initiate, through the Unit Fire Management Officer, requests for additional funding to cover move-up actions.
8. Insure updates are completed and forwarded to the Zone Dispatch Centers on critical situations, required reports, and resource status.
9. Disseminates intelligence and situation information to all sub-units.